



CITY OF WOODBURN

TYPE I APPLICATION REQUIREMENTS:

SUBDIVISION, FINAL PLAT APPROVAL

REQUIRED SUBMITTALS:

- ☐ 1. Completed Uniform Application.
- ☐ 2. A copy of the Preliminary Subdivision order of approval, annotated by the applicant to indicate the evidence submitted to demonstrate substantial conformance.
- ☐ 3. A check print of the Final Subdivision Plat.
- ☐ 4. Design and specifications for all public facilities required by the preliminary approval.
- ☐ 5. Grading Plan.
- ☐ 6. A current title report issued by a title company verifying ownership and encumbrances and easements of record for the subject property.
- ☐ 7. A copy of deed restrictions, maintenance agreements applying to the subdivision as applicable.
- ☐ 8. A properly signed copy of any dedications, easements applicable to the subdivision as applicable required under separate document.
- ☐ 9. Filing Fee: \$952.00



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File No: _____
Related Files: _____
Date Received: _____
Fees Received: _____

Community Development Department
270 Montgomery Street • Woodburn, Oregon 97071
Phone: 503-982-5246 • Fax: 503-982-5244 • Website Address: www.ci.woodburn.or.us

UNIFORM APPLICATION (APLICACION UNIFORME)

General Information (Información General)

Project location (Ubicación del Proyecto) _____	
Property owner (Nombre del Propietario) _____ Mailing Address (Dirección Postal) _____ Telephone & Fax No. (Teléfono) _____ E-mail Address (Dirección Cibernética) _____	Applicant (Solicitante) _____ Mailing Address (Dirección Postal) _____ Telephone & Fax No. (Teléfono) _____ E-mail Address (Dirección Cibernética) _____
Comprehensive Plan Map Designation _____ Site Acreage _____	
Zone Map Designation _____ Assessor's Map & Tax Lot No. _____	
Description of the proposal (Descripción del proyecto) _____ _____ _____ _____ _____	

Requested Review (Solicitud a Revisar)

1 <input type="checkbox"/> ACCESS PERMIT TO CITY STREET	13 <input type="checkbox"/> FORMAL INTERPRETATION OF THE WDO	25 <input type="checkbox"/> REVOCATION OF PREVIOUSLY APPROVED PERMIT
2 <input type="checkbox"/> ANNEXATION	14 <input type="checkbox"/> MDP PRELIMINARY APPROVAL	26 <input type="checkbox"/> SWOD PERMIT
3 <input type="checkbox"/> APPEAL TO CITY COUNCIL	15 <input type="checkbox"/> MDP FINAL PLAN APPROVAL	27 <input type="checkbox"/> SPECIAL USE AS A CU
4 <input type="checkbox"/> COMP. PLAN MAP CHANGE	16 <input type="checkbox"/> MODIFICATION OF CONDITIONS	28 <input type="checkbox"/> SUB. PRELIMINARY APPROVAL
5 <input type="checkbox"/> CONDITIONAL USE	17 <input type="checkbox"/> PARTITION PRELIMINARY APPROVAL	29 <input type="checkbox"/> SUB. FINAL PLAT APPROVAL
6 <input type="checkbox"/> DESIGN REVIEW RS & DUPLEX RESIDENTIAL DWELLINGS	18 <input type="checkbox"/> PARTITION FINAL PLAT APPROVAL	30 <input type="checkbox"/> TELECOMMUNICATION FACILITY, SPECIFIC USE AS A CU
7 <input type="checkbox"/> DESIGN REVIEW	19 <input type="checkbox"/> PHASING PLAN	31 <input type="checkbox"/> TEMPORARY OUTDOOR PERMIT
8 <input type="checkbox"/> EXCEPTION TO ST. ROW & IMPROVEMENT REQ.	20 <input type="checkbox"/> PUD PRELIMINARY PLAN APPROVAL	32 <input type="checkbox"/> TREE REMOVAL PERMIT
9 <input type="checkbox"/> EXTENSION FOR A DEV. DECISION	21 <input type="checkbox"/> PUD DESIGN PLAN FINAL APPROVAL	33 <input type="checkbox"/> VARIANCE
10 <input type="checkbox"/> FENCE & FREE STANDING WALL PRE-CONST REV.	22 <input type="checkbox"/> PUD FINAL PLAN APPROVAL	34 <input type="checkbox"/> ZONING ADJUSTMENT
11 <input type="checkbox"/> GRADING PERMIT	23 <input type="checkbox"/> LLA & CONSOLIDATION OF LOTS	35 <input type="checkbox"/> ZONE CHANGE
12 <input type="checkbox"/> HISTORIC OR ARCH. SIGNIFI. SITE, SPECIFIC CU	24 <input type="checkbox"/> RS ARCH. STANDARDS SUBDIV.	36 <input type="checkbox"/> OTHER: _____

Applicant Certification (Certificación del Solicitante)

<p>I hereby declare that as applicant for this proposal, I have familiarized myself with the relevant provisions of the City of Woodburn Development Ordinance; and I have read the foregoing application and know the contents of the application to be true to the best of my knowledge (if applicant is not same as property owner, owner shall authorize applicant to represent his/her interest in the above referenced application by signing below). (Por la presente declaro que como solicitante de esta propuesta, me he familiarizado con las provisiones pertinentes a la Ordenanza de Urbanización de Woodburn; y he leído la aplicación anterior y sé que lo contenido es verídico a lo mejor de mi conocimiento (si el solicitante no es el dueño de la propiedad firmará abajo autorizando al solicitante a representar su interés en la aplicación precedente)</p>	
Owner (Firma del dueño) _____	Applicant (Firma del Solicitante) _____
Print Name (Escriba en letra de molde) _____	Print Name (Escriba en letra de molde) _____
Date (Fecha) _____	Date (Fecha) _____

STAFF USE ONLY *(Para Uso de Personal Solamente)*

Reviewed by: _____ Application Received: _____
(Revisado por) *(Fecha en que la aplicación fué recibida)*

Deemed Complete: _____ Zone: _____
(Aplicación) *(Zonificación)*

Vision Clearance: _____
(Visión de Paso Libre)

Notes: _____
(Notas)

Approved *(Aprobado)* _____ Denied *(Negado)* _____

Signature of Reviewer *(Firma del Examinador)*

Date *(Fecha)*



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Description of Application Exhibits

Grading Plan. [Not less than 15 copies to scale, folded to 8.5" x 11", and one reproducible, 8.5" x 11" copy.]

- a) Standard title block, excluding north arrow.
- b) Scale of 1" = 20' to 1" = 40'.
- c) Contours [original and final grade] at vertical intervals of 2 feet.
- d) Cross-sections of the site as specified by the Public Works Director.
- e) Trees: Location, species, caliper over 4" [retained, removed and planted].
- f) Storm drainage and detention plans prepared by a registered engineer.
- g) Flood plain and floodway. {FEMA}
- h) Regulatory wetlands. [Wetlands shown on the Woodburn Wetlands Inventory that are within or abut the subject property require a "wetlands delineation" prepared by the applicant, at the time of application.]



CITY OF WOODBURN

Type I Decisions. (Ministerial)

Type I decisions do not require interpretation or the exercise of policy or legal judgment in evaluating approval criteria. Because no discretion is involved, Type I decisions do not qualify as a land use, or limited land use, decision. The decision-making process requires no notice to any party other than the applicant. The Community Development Director's decision is final and not appealable by any party through the City land use process.